

OPERATING POLICIES AND PROCEDURES

CATEGORY: VEHICLE RESERVATIONS	DATE ISSUED: 1-01-04 REVISED: 07-01-14	EFFECTIVE DATE 07-01-14	POLICY NO: VR-4
TITLE: RENTAL RATES			PAGE 1 OF 2

Rates for FY14

Fleet Services Revised Rates Effective 7/1/2014

	Mileage Limit of 11429		Mileage Limit of 20000	
Vehicle Type	Monthly Rate	Excess Mileage Rate	Monthly Rate	Excess Mileage Rate
Mid-Size Sedan	\$519.49	\$0.40	\$778.85	\$0.38
Compact Sedan	\$415.73	\$0.29	\$625.76	\$0.29
4x2 Trucks	\$577.64	\$0.46	\$1,060.76	\$0.55
Cargo Vans	\$616.91	\$0.50	\$951.24	\$0.49
Mini-Vans	\$550.50	\$0.43	\$835.00	\$0.42
4x4	\$735.73	\$0.62	\$1,061.82	\$0.55
SUV	\$684.00	\$0.57	\$1,042.70	\$0.59
Lg Passenger Van	\$709.03	\$0.60	\$1042.70	\$0.54
Police Sedan	\$635.27	\$0.52	\$968.54	\$0.50

Note: These Rates represent the most common vehicles. For information on specialty vehicles contact Fleet Services.

Daily Reservation Rate:

Vehicle Type	20% Discounted Daily Rate	Excess Mileage Rate	Full Daily Rate	Excess Mileage Rate
Compact Sedan	\$20.18	\$0.29	\$24.22	\$0.29
4x2 Trucks	\$28.04	\$0.46	\$33.65	\$0.46
Cargo Vans	\$29.95	\$0.50	\$35.94	\$0.50
Mini-Vans	\$26.72	\$0.43	\$32.06	\$0.43
4x4	\$35.72	\$0.62	\$42.86	\$0.62
SUV	\$33.20	\$0.57	\$39.84	\$0.57
Lg Passenger Van	\$34.42	\$0.60	\$41.30	\$0.60

The daily rate (above) includes fuel and a daily mileage allotment of 100 miles for out-of-state travel. An additional charge per mile will be assessed for every mile over the 100 miles per day allotment for out of state travel (see chart above).

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Additional Charges

<u>Abbreviation</u>		<u>Charge</u>
UU	Unauthorized Usage	Full Rate of Reserved Vehicle
KK	Kept keys Beyond Reservation	Full Daily Rate of Reserved Vehicle for each day keys are kept
DN	Detailing Necessary	\$75.00 Minimum
FF	Fuel Flag	\$50.00
OG	Out of Gas	\$125.00
RC	Vehicle Returned to Wrong Site (including not parking in designated pool site area)	\$125.00
EA	Extreme Abuse	See Fleet Administrator
LC	Late Cancellation	Daily Rate
NS	No Show	Full Rate of Reserved Vehicle
Other Charges: Lost Fuel Card		\$50.00
Lost Keys		Dealer Price + \$50.00
Damaged or Missing EZ Pass		Transponder Price + \$50.00

*LC – Anything less than 2 ½ hours notice of cancellation before departure or up to 1 hour after dispatch time.

Excess Mileage Rate

Varies by vehicle type. Call Fleet Services for Rates.

SURCHARGE RATE:

All rentals are charged full rate which includes a 20% surcharge if reservation is not made via the on-line portal and received at least 2.5 business hours prior to pick up. **Reservations made via phone, fax, email or the internet/intranet are charged full rate which includes 20% surcharge.**